



UNITED STATES MARINE CORPS

COMPANY "B" (-)
8TH ENGINEER SUPPORT BATTALION
4TH FORCE SERVICE SUPPORT GROUP
ARMED FORCES RESERVE CENTER
1901 SOUTH KEMBLE AVENUE
SOUTH BEND, INDIANA 46613-1799

IN REPLY REFER TO:

1571

Admin

28 Jul 99

COMPANY POLICY LETTER 09-99

From: Commanding Officer/Inspector-Instructor
To: Distribution List

Subj: PARTICIPATION REQUIREMENTS FOR THE SELECTED MARINE CORPS
RESERVE (SMCR)

1. Only the Commanding Officer, or the Commanding Officer's designated representative, is authorized to grant an excused absence. The names and telephone numbers of the Commanding Officer and designated representatives are listed below:

Major T. L. Smith	Phone (317) 570-0095
Captain A. B. O'Connell	Phone (219) 233-8616
First Sergeant C. A. Malinski	Phone (219) 924-3937

2. The Commanding Officer or the Commanding Officer's designated representative may grant an excused absence for drills or annual training (AT) missed for reasons which are beyond the control of the Marine and essential to the health and welfare of the Marine or the immediate family.

3. Approval of an excused absence must be obtained from the Commanding Officer prior to the drill or AT date, except in emergency circumstances.

4. Rescheduled Inactive Duty Training (RIDT) may be authorized by the Commanding Officer or designated representative when a Marine knows in advance of a drill that the Marine may be absent, but the reason for the absence would not qualify for approval of an excused absence.

5. At the Commanding Officer's discretion, and based on the Marine's prior good record and evidence of continuing good faith in fulfilling that obligation, the Commanding Officer may permit a Marine to perform an Equivalent Instruction or Duty (EIO/EIN) for a absence or perform an RIDT. Alternate AT may be authorized for failure to attend regularly scheduled AT. However, if a Marine does not maintain a satisfactory participation status, the Commanding Officer may, from an examination of the facts in the case, recommend the Marine for involuntary assignment to active duty, involuntary transfer to the IRR or discharge as appropriate.

6. It is imperative that each member of this command fully understand the necessity of maintaining satisfactory participation.

7. An excused absence will normally be approved for a drill missed under the following circumstances:

a. Upon death of a member of the Marine's immediate family, i.e., father, mother, person standing in loco parentis, father-in-law, mother-in-law, spouse, children, brother, sister, or only remaining next of kin.

b. When the presence of the Marine will ease the suffering or enhance the peace of mind of the dying person.

c. When due to serious illness or accident of a member of the immediate family, important responsibilities are placed upon the Marine which cannot be reasonably performed by anyone else or by other means.

d. When a Marine is ill or suffering from an accident and the attending physician certifies that attendance at a drill will be detrimental to the health or welfare of the Marine.

e. When attendance at drill would create a serious and unusual hardship on either the Marine or the reservist's family due to an unforeseen emergency.

f. Evidence of automobile accidents or breakdowns en route to the training center of such serious nature as to prevent completion of the journey.

g. Severe inclement weather conditions which prevent completing or undertaking the journey to the training center.

h. When evidence is provided that the Marine will graduate from an education institution on a scheduled drill date.

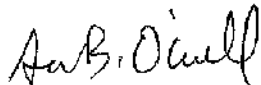
i. When evidence is provided that the Marine will be married and/or on a honeymoon during a scheduled drill date.

8. In addition to the circumstances outlined in paragraphs 7a through 7e above, personnel may be authorized to perform RIDT's whenever a conflict (civilian employment commitment, immediate family commitment, etc.) which is known in advance could preclude the reservist's attendance at drill.

9. Also, in addition to the circumstances outlined in paragraphs 7a through 7e above, personnel may be excused from attending regularly scheduled AT when:

a. The Marine is a full-time student or teacher and the AT period is scheduled during the regular school term.

b. The Marine attended AT prior to an interunit transfer to the present unit and such AT was during the same training year.



A. B. O'CONNELL
Inspector-Instructor

"The Commanding Officer is cognizant of,
and concurs with, the information contained
herein but is not available for signature."

T. L. SMITH
Commanding Officer

DISTRIBUTION: A